

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
AUTHORIZATION FOR ACTIONS NOT REQUIRING INTERNAL POSTING

DIST / SECT _____ GANG _____ POS. NO. _____ EFFECTIVE DATE: _____

PRESENT CS TITLE _____ CS CODE _____ PAY LEVEL _____

PROPOSED CS TITLE _____ CS CODE _____ PAY LEVEL _____

PROPOSED POSITION NUMBER _____

ACTION REASON(S): ____ Reallocation ____ Position Change/Vacant ____ Reassignment ____ Position Change/Same
 ____ Detail to Special Duty (FMLA) ____ Promotion from Detail ____ Other

EMPLOYEE NAME	ISIS PERSONNEL #	ETHNIC ORIGIN	RACE	SEX	ARE YOU FORTY YEARS OF AGE OR OLDER? Y/N

I authorize the above action and certify that this action complies with all agency policies and that this employee has met all training requirements in accordance with Secretary's PPM 59.

APPOINTING AUTHORITY'S SIGNATURE

I hereby certify that this action complies with Article X of the Constitution of the State of Louisiana, the Civil Service Rules, the Uniform Classification and Pay Plans, and the policies and procedures issued by the Director of Civil Service.

DEIDRE ADAMS, HUMAN RESOURCES DIRECTOR